



Department of Conservation & Recreation Special Use Permit Application

Please Return This Form To:

Leesylvania State Park
2001 Daniel K. Ludwig Dr.
Woodbridge, VA 22191

Please allow up to thirty (30) days for processing. Please type or print. There is a **\$10.00 processing fee for each event**. Make checks payable to the Treasurer of Virginia.

Name of Applicant:

Address:

Name of Organization:

Daytime Number:

Evening Number:

Site Name:

Area of Site:

Date(s) of Visit:

Time of Event:

Start:

End:

Purpose:

Rain/Alternate Date(s):

Number of People Attending:

Advance Set up: ☐ Yes ☐ No
If Yes, When:

Signs or Banners: ☐ Yes ☐ No
If Yes, Number and Type:

Special Requirements:

☐ Electricity ☐ Water
☐ Signs ☐ Porta-Johns
☐ Public Address System
☐ Picnic Tables

Special Personnel:

Any Special Personnel ☐ Yes ☐ No

If Yes, Provided by: _____

☐ Law Enforcement

☐ Rescue Squad (first aid

☐ Fire Department

VIPs/Guests of Honor:

☐ Yes ☐ No

If Yes, Who:

Clean Up at Location:

Who:

How Identified:

When:

Please summarize below the planned event and all involved activities: Use additional paper if needed.
Attach a map of layout of events, if applicable.

Signature:

Date: